

Battle Ground Town Council

Meeting Minutes, July 12, 2021

Attending: Council President James Miller, Councilors Matt Coppock, Steve Hahn, Greg Jones, Mary Jo Totten. Also attending: Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones.

Guests: Amanda Estes, Trent Baxter, Joe Kline, Dave Buck, Colin Dale, Colin Sullivan

James Miller called to order at 6:00 p.m. The agenda was modified for Ron Holladay to introduce Amanda Estes, the Adult Educator for the Tippecanoe County Partnership for Water Quality. She spoke briefly about the programs she will be promoting in her new role with the county.

Contracted Services

Town Attorney

- 1) The council discussed a suggestion to use a contract for access license for the right to enter private property, in order to do work in the utility easement that runs near the property. It is a shorter, easier route when working on emergency repairs. The cost would be lower than purchasing an easement but would need to be recorded in order to transfer with any change in ownership.
- 2) When the council resumes in-person meetings, a decision will be made whether those attending will wear masks or provide proof of vaccination. The meeting room is small and social distance recommendations are not possible. There was general agreement that masks could be required if vaccination proof is not provided.
- 3) An alley in town has required multiple repairs due to concentrated water flow from a residential structure. Ron Holladay will work with Eric to advise the owner that future repair fees will be assigned to them until the source of the water is routed away from the drive.

Butler, Fairman and Seufert

- 1) Guest Trent Baxter presented information for a new Starbucks store located adjacent to Wendy's on Northgate Drive.

Motion by Greg Jones to provide conditional approval for the plan as presented. Second of Mary Jo Totten, motion carried with 4 Aye, Matt Coppock abstained from voting.

Motion by Mary Jo Totten to approve a BFS task order not to exceed \$2000.00 for construction plan review. Second of Steve Hahn, motion carried with unanimous vote.

- 2) Colin Dale requested a liaison from the council to work with BFS and contact Shawnee Ridge residents who will be affected by the Hawks Nest lift station and force main project. Mary Jo Totten volunteered and Georgia Jones will also assist.

- 3) Tomahawk Lane project engineering costs were reviewed by Dave Buck. The amount needed this year to have the project ready to bid for 2022 construction is approximately \$140,000.00. The design and specification work needs to be done now, even before the CCMG 2021-2 awards are announced.

Motion by Mary Jo Totten to proceed with the CCMG application and related engineering costs

estimated at \$140,000. Second of Greg Jones, motion carried with unanimous vote.

The council will receive an updated agreement detailing the expenses to be billed in 2021 and those which would become due as construction begins in 2022 or later, depending on the success of the CCMG application.

4) Discussion of status of Main Lift Station replacement included a review of the supplemental agreement to have BFS assist with design review and installation coordination and inspection.

Motion by Steve Hahn to approve a supplemental agreement for project assistance not to exceed \$8500. Second of Matt Coppock, motion carried with unanimous vote.

5) The Quick Trip store architectural renderings were reviewed. The developer is expected to request variances for the setback of the canopy, and the height of the sign.

Minutes

Motion by Mary Jo Totten to approve the minutes of the June 14 meeting. Second of Greg Jones, motion carried with unanimous vote.

Clerk-Treasurer

Motion by Mary Jo Totten to approve the register of claims, June 15 to July 12, 2021 in the amount \$226,529.72. Second of Matt Coppock, motion carried with unanimous vote.

The June 30 fund report was reviewed. Wastewater receipts did not keep pace with expenses in the first six months of the year.

There were 56 customers signed up for June ebills through the Muni-Link customer portal. Invoice Cloud registration documents will be completed this week for all the payment methods coming available in the future as this payment vendor activates our accounts in their payment portal.

Police

Radar speed signs for County Road 600 N were ordered. BJ Moyars is attending the Academy and wont be on patrol duty until September.

Utilities and Street Department

Woods Edge force main needed emergency repair. Ron replaced 49.5 inches of pipe. The pump soft starts and the meter both need repair. The August bill will be estimated using the account history.

An agreement document is needed to order and approve the Main Lift Station replacement. Ron will contact the company and get these ready for signatures.

Redevelopment Commission

The next meeting is July 26.

Area Plan

The ordinance committee is working but no items to report at this time.

Committees

Transportation – Greg Jones has identified the location of this year’s ADA ramps installed at Tipton Street and College Avenue intersection. The bid specifications will include an option for 2 additional ramps in case the funds are allocated to do all four.

Motion by Greg Jones to accept a proposed task order from Butler, Fairman and Seufert for specifications, bid submittal and project inspection, not to exceed \$4500.00. Second of Matt Coppock, motion carried with unanimous vote.

Public Relations / Communication - no report

Strategic Planning – Tabled to future meeting

Citizen Advisory Groups – Tabled to future meeting

Old Business

Tabled to future meeting

New Business

The council calls a special meeting on Monday, July 19 at 6:00 p.m. to address all agenda items not covered at this meeting.

Motion to adjourn at 8:38 p.m. by Matt Coppock, with second of Steve Hahn.

Georgia Jones, Clerk Treasurer

James Miller, Council President